



**NOTICE OF PUBLIC MEETING**  
**of**  
**THE OFF-HIGHWAY VEHICLE ADVISORY GROUP**  
**(OHVAG)**  
**of**  
**THE ARIZONA STATE PARKS BOARD**

Notice is hereby given to members of the Off-Highway Vehicle Advisory Group (OHVAG) and the general public that the Group will hold a meeting open to the public on **Thursday, December 1<sup>st</sup>, 2011, at the Arizona State Parks Board Room, 1300 W. Washington St., Phoenix, AZ at 10:00 a.m.** pursuant to A.R.S. § 41-511.22. You may attend this meeting via teleconference by dialing 1.866.751.5726 and entering the room number \*1731258\*. (Note: You must dial the asterisk both before and after the room number.) The Group may go into Executive Session for the purpose of obtaining legal advice from the State Parks Assistant Attorney General on any of the agenda items pursuant to A.R.S. § 38-431 et seq. Items on the Agenda may be discussed out of order, unless they have been specifically noted to be set for a time certain. Public comment will be taken. The Group will discuss and may take action on the following matters:

**SECOND AMENDED AGENDA**

**(The Chair reserves the right to set the order of the agenda.)**

**A. CALL TO ORDER AND ROLL CALL**

**B. INTRODUCTION OF MEMBERS AND STAFF**

**1. OHVAG Chair (or designee) will read mission statement**

**The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.**

**C. CALL TO THE PUBLIC** – Consideration and acknowledgment of comments and suggestions from the public. Those wishing to address the Group must register at the door and be recognized by the Chair. It is probable that each presentation will be limited to one person per organization and the time allotted by the Chair. Action taken as a result of public comment will be limited to directing staff to study or reschedule the matter for further consideration at a later time.

**D. PRESENTATION ON HISTORY AND STATUS OF OHV AMBASSADOR PROGRAM**

**1. Assistant Director, Jay Ziemann, will present an overview history and status of the OHV Program.**

**Janice K. Brewer**  
Governor

**State Parks**  
**Board Members**

**Chair**  
**Tracey Westerhausen**  
Phoenix

**Walter D. Armer, Jr.**  
Vail

**Reese Woodling**  
Tucson

**Larry Landry**  
Phoenix

**Alan Everett**  
Sedona

**William C. Scalzo**  
Phoenix

**Maria Baier**  
State Land  
Commissioner

**Renée E. Bahl**  
Executive Director

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2. The Statewide OHV Ambassador Program Coordinator, Chris Gammage and Program Administrator, Marge Dwyer will present a thorough review of the operations of the OHVA Program including plans for expansion in 2012 and information on all expenditures since the beginning of the Program.

**E. CONSENT AGENDA** – The following items of a non-controversial nature have been grouped together for a single vote without OHVAG discussion. The Consent Agenda is a timesaving device and OHVAG members received documentation regarding these items prior to the open meeting. Any OHVAG member may remove any item from the Consent Agenda for discussion and a separate vote at this meeting, as deemed necessary. The public may view the documentation relating to the Consent Agenda at the Arizona State Parks Board Office: 1300 W. Washington, Phoenix, Arizona.

1. **Approval of Minutes from the August 19, 2011, OHVAG meeting.**
2. **Approval of Minutes from the September 16, 2011, OHVAG meeting.**
3. **Approval of Minutes from the October 17, 2011, OHVAG meeting**

**F. OHVAG ACTION ITEMS**

1. **(Time Certain Item @ 1 PM) Review and Consider Requests from Tonto National Forest and Kaibab National Forests to Extend the Project End Dates for Their Recreational Trails Program OHV Project Grants and From the Coconino National Forest to Extend the Project End Date and Add a New Scope Item to their Off-Highway Vehicle Recreation Fund Project.** – Representatives for the projects will report on the current status of the projects and explain why additional time is needed to complete the projects. These are first time extensions and project scope modifications that are not required under the Administrative Guidelines for Awarded Grants to be approved by the Parks Board.
2. **OHVAG Will Consider and Approve a DRAFT OHV Project Evaluation Form.** – At the request of one of the OHVAG members, staff has developed a project evaluation form that provides a quantitative analysis of projects based on the priorities for project selection identified in the off-highway vehicle statute A.R.S. §28-1176(E-H) and the State Trails Plan. OHVAG may suggest additions, deletions and/or changes to the form and will determine how and if it will be used in the project selection process. The discussion may include recommendations on project application requirements and considerations for funding future projects, such as a maximum project award and proof of user community support.
3. **OHVAG Will Review and Approve the 2012 OHV Ambassador Program Expansion Grant Manual.** – The Group will review and approve the criteria for eligibility to apply for this grant and the criteria for evaluating the applications. The solicitation for program coordinators will be announced in early December.

**G. PRESENTATION OF STATEWIDE OHV PROGRAM MARKETING**

**PROPOSAL.** PRfect Media is on state contract to provide media and public relations for state agencies. A representative will present a proposal to provide a strategic plan for the OHV website enhancement. For more information regarding PRfect Media go to [www.prfectmedia.com](http://www.prfectmedia.com).

**H. REPORTS** – may be attached or presented verbally or the information may be provided at the meeting and will address the following subjects:

**1. OHV Program Partner Reports:**

NONE SCHEDULED

**2. Staff Reports:**

- a. Update on 2012 revenue in the Off-Highway Vehicle Recreation Fund and the amount available for projects.
- b. Update on the Parks Board Action at their November 30, 2011 meeting regarding the evaluation of Boards, Commissions, and Advisory Committees.
- c. Update on Availability of Sticker Fund OHV Grant Program Funding Directly to Non-Profit Organizations to do OHV projects.
- d. Update on the International Trails Symposium to be held in Phoenix in April 2013. The Program Committee will be seeking participation from the Group in developing the motorized portion of the program curriculum.

**3. Chairman's Report:**

- a. The Chairman will report on a meeting held on November 16, 2011 between OHVAG Chairman, John Savino; OHVAG member, Hank Rogers; Parks Board Chair, Tracey Westerhausen; Director of State Parks, Renee Bahl, and Assistant Director of State Parks, Jay Ziemann.

**I. TIME AND PLACE OF NEXT MEETINGS AND CALL FOR FUTURE AGENDA ITEMS** - OHVAG will select meeting dates and locations for 2012.

## J. ADJOURNMENT

A copy of this agenda and any background material provided to OHVAG is available for public inspection at Arizona State Parks, Partnerships Division 1300 W. Washington, Phoenix, Arizona and on the State Parks website at <http://azstateparks.com/committees/OHVAG.html>.

For additional information, contact Robert Baldwin at (602) 542-7130.

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Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the State Parks office at (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

  
Jay Ziemann, Assistant Director  
Partnerships Division, Arizona State Parks

Posted at: Arizona State Parks  
1300 W. Washington, 1<sup>st</sup> Floor  
Phoenix, Arizona

And at: <http://azstateparks.com/committees/OHVAG.htm>